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**EXECUTIVE COMMITTEE MEETING**  
**Department of Workforce Services**  
**1385 South State Street, Salt Lake City, Utah**  
**Monthly Meeting Minutes**  
**Thursday, March 8, 2007**  
**12:00 p.m.**

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Presiding: Paul Jackson

Present: Charles Daud, Norman Fitzgerald, John Hill, Karen Silver,  
Gordon Swensen

Excused: Commissioner Jim Bradley, Greg Diven, Tony Gomez, Senator  
Brent Goodfellow, Commissioner Colleen Johnson, Kerry Steadman

Staff: Cassy Hahn, Mary Peterson, Jon Pierpont

**1. Welcome – Paul Jackson**

Paul Jackson called the meeting to order at 12:00 pm and welcomed all in attendance.

**2. Approval of Meeting Minutes – February 22, 2007 – Paul Jackson**

Gordon Swensen motioned to approve the minutes from the February 22, 2007 Executive Committee meeting. Norman Fitzgerald seconded the motion. Tony Gomez abstained. All voted “Aye”. The motion carries.

**3. Region Director Report – Jon Pierpont**

Jon Pierpont shared that Tani Downing has taken a new position as the new General Counsel in the Office of the Governor. He expressed his appreciation for Ms. Downing and the excellent service she has provided and wished her well in her new position.

Kristen Cox will begin her new assignment as Executive Director on Monday, March 12, 2007 and he looks forward to getting to know her. She grew up in Utah and brings broad professional experience with her. Mr. Pierpont noted that a copy of her bio is provided in packets to help each of you familiarize yourselves with her. Mr. Pierpont is looking forward to working with Ms. Cox and being able to provide more information as it becomes available.

Mr. Pierpont discussed combining the Health Department with the Department of Workforce Service. DWS serves approximately 45% of the Medicaid caseload and the Health Department approximately 55%. Combining these two brings all of the resources under one organization and will help eliminate going back and forth from one organization to the other. The transition plan with staff will take place tomorrow with the change beginning on July 1, 2007. New salary ranges will be incorporated at this time.

Last, Mr. Pierpont reported on the Legislative Session Summary and provided a copy of a handout outlining this information. Mr. Pierpont noted that he was pleased with the outcome and that all of the proposed legislation was passed. The one thing not approved was the \$100,000 for refugees. Paul Jackson asked a question about refugees and Karen Silver commented on the fall out. The one-time money received was also outlined on the handout. Mr. Pierpont felt like we are in a good position with Childcare and General Assistance.

#### **4. Council Membership Recruitment – Paul Jackson, Jon Pierpont & Cassy Hahn**

Over the last several weeks John Hill has been very active in talking with agencies, both large and small in filling some of the vacancies on Council. Mr. Hill spoke highly about Rebecca Downs from Mountain American Credit Union and feels she would be a good member to have on Council. Paul Jackson asked if anyone had any questions or concerns. Kerry Steadman, who was excused from today's meeting, emailed Mr. Jackson noting his approval for Ms. Downs as a Council member. The Executive Committee gave the recommendation to present Rebecca Downs for vote at the next Region Council meeting. Additional vacancies need to be filled and Mr. Jackson asked for help with recruitment.

John Hill noted that Dani Waggoner from Target, who attended the last Council meeting, is interested. Mark Simpson from Blue Cross Blue Shield and Michael Riddle from Ensign Engineering have expressed interest and will visit a future meeting.

Norman Fitzgerald asked if any of the new businesses in Utah have been approached for possible representation. Paul Jackson has made a few calls. Jerry Holman from Budweiser and perhaps someone from Coca Cola may be interested. Also, Vaughn Madsen from ARUP is being explored. It was asked what constitutes a small employer. Cassy Hahn noted that companies with approximately 25-50 employees would help to fill a current void on Council.

John Hill expressed that a passion for people, being available to attend meetings and being an active participant are some of the expectations to being a Council member. Paul Jackson thanked John Hill for his efforts to find new recruits.

#### **5. Chairman's Report – Salt Lake Chamber – Paul Jackson**

Paul Jackson reported on his meeting with the Salt Lake Chamber and that the Chamber wants to take on 6-8 initiatives. The dialogue is continuing and he hopes to see this partnership continue.

Karen Silver and Paul Jackson have been in touch over the past few months regarding WICC. In this process it has been a good reminder that we all understand that before we speak for the Council the information needs to be taken to Jon Pierpont in advance to be approved by the department.

## **6. Retreat Assignment & Review – Gordon Swensen**

Gordon Swensen asked about the pay range for speakers at the retreat and what the focus to speak on would be.

**ASSIGNMENT:** Cassy Hahn will research the pay range and let Gordon Swensen know. Don Gale and/or Robert Kirby were speaker suggestions from Gordon Swensen. Tony Gomez noted that the President from the University of Utah is an excellent speaker. The new Executive Director was also suggested as a possible speaker for this event. Paul Jackson has spoken with a couple of individuals from the Youth Council regarding participation on this committee and is waiting for a response.

Mr. Swensen also recommended a theme should be selected for this event. Once Mr. Swensen has a member from the Diversity Committee and the Youth Council he will have a meeting to determine the theme, what to cover and who the speaker for this event will be.

**ASSIGNMENT:** Paul to get Youth Council volunteer at next Youth Council meeting.

## **7. Council Meeting Calendar Review – Paul Jackson**

Paul Jackson referred to the calendar and pointed out that the State Council Meeting is on the last Thursday in April and asked whether the scheduled Council meeting on April 19<sup>th</sup> should be held. The department will be attending the State Council meeting.

Cassy Hahn did note that should the Council elect to cancel the April meeting, the Training Provider requests that need to be approved could be done electronically to ensure these requests are available for the State Council's approval.

**ASSIGNMENT:** Chairman Jackson asked that this be discussed and reviewed with committees in the March Council meeting. The April 19<sup>th</sup> Council meeting will be left on the calendar until it is determined whether or not the meeting will be held.

## **8. Committee Reports – Paul Jackson**

Committee reports were as follows:

Diversity Committee - Tony Gomez –

**ASSIGNMENT:** Mr. Gomez noted that he would ask for a volunteer for the Retreat Planning committee and hopes to have the individual's name at the next Council meeting.

Training & Development – Gordon Swensen – He had nothing to report.

Basic Needs – Karen Silver – Ms. Silver provided an update on the bus route redesign. She attended the public hearing/meeting at the Kearns Library where there was an excellent turnout. Ms. Silver specifically asked about the 5600 West route and was told that it is an express route at this time. Cambridge Research did the research for redesigning the bus routes and noted that she will obtain a copy of this information. She expressed her concern for the lower income people who do not have telephones and were unable to participate in the survey and whether or not the survey was directed to the correct individuals.

One question asked was whether or not an increase in fare would occur due to the redesign and Ms. Silver was told “no” but that an increase could take place sometime in 2007. The last redesign meeting is scheduled for March 22, 2007 in Sandy. Jon Pierpont noted that he is still working on this issue and will provide more information when available.

**ASSIGNMENT (Jon):** Paul Jackson noted that the initial documents should be reviewed to determine if the original plan included a cut out and if the landlord would be obligated to make this happen.

Executive Roundtable- Paul Jackson – Chairman Jackson reported for Greg Diven and referred to an email from the Executive Roundtable regarding the Roundtables. The construction roundtable needs immediate attention. If the construction industry roundtable is delayed this will occur during the very busiest season for this industry.

Lynn Purdin from the State office has attended some of the Executive Roundtable meetings to discuss a Biotech industry roundtable. Mr. Jackson noted that the Biotech industry is still under discussion and more information will be forthcoming.

Colleen Fraser is involved with the Outdoor Products companies and suggested that a roundtable be targeted in this area. In addition, Parley Jacobs is on the Youth Council and is involved with the Granite School District with the Medical Science efforts. There has been discussion about the Utah Hospital Association putting together a Job Fair much like the one for the high schools in construction and automotive. Discussions on this will continue.

John Hill noted the big win for Central Region and the success with the roundtables. He also noted his concern for the vast amount of work involved in the roundtables. When the roundtables were started the model envisioned was to have someone from each industry champion and take the lead.

## **9. Old/New Business**

Karen Silver from CAP noted that she was interviewed by KSL radio for a program “Making Ends Meet”.

**ASSIGNMENT:** Ms. Silver will email the date and time to Cassy Hahn when this will be aired.

The meeting was adjourned at 1:00 pm.